

Early Learning and Childcare Facility Inspection Report

Type of Inspection:
Monitoring Inspection

Pursuant to section 21 of the *Early Childhood Services Act*, operators of licensed early learning and childcare facilities must post their most recent inspection report in a clearly visible and prominent place in the facility.

Name of Operator Sussex Christian School Inc.		Inspection Date August 19, 2026	
Facility Name Shine After School Care		Licence Number 2022052	
Address 33 Pine Street Sussex NB E4E 5R7		Telephone Number (506) 512-0355	
Type of Facility Part-time Early Learning and Childcare Centre	Maximum Number of Children 24	Ages of Children SCHOOL-AGE	
ELCC Licensing Staff Veronique Berube	Position Title Quality Assurance Monitor		
Order for Compliance	Regulation	Date to be corrected	Date corrected

General Comments

The Quality Assurance Monitor is on site in the afternoon to conduct a monitoring inspection. The child to staff ratio was respected during the inspection.

The following elements were verified:

- Daily routine
- Washrooms
- Storage space
- Personal belongings
- Premises
- Medication
- Medication records
- Safety
- Transportation

At the time of taking the child to staff ratio, the Quality Assurance Monitor observed a new employee. The Quality Assurance Monitor asked for the new employee file, the new employee file was not on site. The educator in charge called the administrator who obtained the digital file on her cell phone. The Quality Assurance Monitor was able to verify all the required verifications for that employee. All staff files must always be at the facility and in printed version. In a second staff member's file, the criminal and vulnerable sector check was missing. The educator in charge was able to show the Quality Assurance Monitor a digital copy. The on-site printer was not working during the inspection resulting in the documents not printed during the inspection. A paper copy must be printed and left on site at the facility.

According to the Early Childhood Service Act: 22(5) Immediately on demand by an inspector, the operator or administrator of a licensed facility shall produce a record or document required by the inspector under subsection (4).

The Quality Assurance Monitor also had a discussion with the educator in charge regarding labelling of the children's personal belongings. The children's water bottle and lunch boxes must be labelled with their names.

General Comments

The vehicle utilized by the facility was not on site at the time of the inspection. The vehicle will be verified at an ulterior inspection.

The Quality Assurance Monitor observed the children playing in the outdoor play area. The children were playing in the wooded area that provided shade during the warm sunny days. The children showed the Quality Assurance Monitor their wooded fort that they built on their own with material donated by family members. The Quality Assurance Monitor also observed the children climbing in trees with the educator's supervision, playing pretend family imaginary play and in the sandbox. The children also ate their afternoon snack if they were hungry. Positive interactions were observed between the educators and the children.

original signed by
Veronique Berube

Signature of Early Learning and Childcare Licensing Staff

August 20, 2026

Date

original signed by
Heidi Adams

Signature of Operator/Designated staff

August 20, 2026

Date

"I hereby acknowledge receipt of this report"